

## **101 DEFINITIONS AND TERMS**

### **101.01 GENERAL**

Unless the intent is clearly otherwise apparent, words, clauses and phrases used in the Department's projects shall be construed according to rules of grammar and approved usage contained in Webster's Third New International Dictionary, Unabridged.

### **101.02 ABBREVIATIONS**

Whenever the following abbreviations are used in these specifications or on the plans, the intent and meaning shall be interpreted as follows:

AAN	American Association of Nurserymen
AAR	Association of American Railroads
AASHTO	American Association of State Highway and Transportation Officials
ABS	Acrylonitrile-Butadiene-Styrene
AC	Asphalt Concrete
ACI	American Concrete Institute
AGC	Associated General Contractors of America, Inc.
AGMA	American Gear Manufacturers Association
AIA	American Institute of Architects
AISC	American Institute of Steel Construction
AISI	American Iron and Steel Institute
ANSI	American National Standards Institute
APA	American Plywood Association
AREA	American Railway Engineering Association
ASCE	American Society of Civil Engineers
ASLA	American Society of Landscape Architects
ASME	American Society of Mechanical Engineers
ASTM	American Society for Testing and Materials

AWG	American Wire Gauge
AWS	American Welding Society
AWPA	American Wood Preservers Association
AWWA	American Water Works Association
CRSI	Concrete Reinforcing Steel Institute
CS	Commercial Standards
EPA	U.S. Environmental Protection Agency
FHWA	Federal Highway Administration, U.S. Department of Transportation
FS	Federal Supply Standards
FSS	Federal Supply Standards, (General Services Administration)
IEEE	Institute of Electrical and Electronic Engineers, Inc.
MIL	Military Specifications
MUTCD	Manual on Uniform Traffic Control Devices
NEC	National Electrical Code
NEMA	National Electrical Manufacturers Association
NPS	National Park Service, U.S. Department of the Interior
NPT	National Pipe Thread
OSHA	Occupational Safety and Health Administration, U.S. Department of Labor
PCA	Portland Cement Association
PCC	Portland Cement Concrete
PTFE	Polytetrafluoroethylene
PVC	Polyvinylchloride
SAE	Society of Automotive Engineers
S.P.	Special Provision

SSPC	Steel Structures Painting Council
TAI	The Asphalt Institute
TCP	Traffic Control Plan
UL	Underwriter's Laboratories Incorporated
SP	Special Provision
USS Gage	United States Standard Gage
W.S.P.	Working Steam Pressure

When reference is made to specifications of any organization listed above, or to any additional referenced specifications, the specifications shall be the current edition in effect on the date of advertising of the contract.

### **101.03 DEFINITIONS**

Whenever the following terms are used, intent and meaning shall be interpreted as follows:

*Addendum* - Change in Contract Documents issued in writing prior to opening of bids.

*Advertisement* - A public announcement, as required by law, inviting bids for work to be performed, materials to be furnished, or proposals to be developed. Such advertisements will indicate with reasonable accuracy the quantity and location of the work to be done or the character and quantity of the material to be furnished and the time and place of the opening of proposals.

*Alley* - Public passageway for vehicles, pedestrians, drainage purposes, or any combination thereof, which connects with a street and which usually affords a means of access to the rear of properties abutting streets or highways.

*Award* - The decision of the Contracting Officer to accept the proposal of the lowest responsible bidder for the work, subject to the execution and approval of a satisfactory contract thereof and bond to secure the performance thereof, and to such other conditions as may be specified or required by law.

*Base Course* - The layer or layers of specified or selected material of designated thickness placed on a subbase or subgrade and used as a foundation to support a surface course.

*Bid Bond* - A guarantee by a surety company that the Contractor who submitted a bid on a project will not withdraw his bid for a specified period (usually 90 days) and that the surety company will in that time if notified to do so furnish a payment and performance bond that they will fulfill the terms of the contract.

*Bidder* - Any individual, firm, partnership, corporation or joint venture submitting a proposal for the work contemplated, acting directly or through a duly authorized representative.

*Bridge* - A single or multiple span, structure, including supports, erected over a depression or an obstacle such as water, highway or railway, and having a passageway for carrying traffic or other moving loads and having

an opening measured along the center of the passageway of more than twenty feet.

*Bridge Length* - The greater dimension of a structure as measured along the center of the roadway between backs of abutment backwalls or between ends of bridge deck.

*Bridge Roadway Width* - The clear width of the superstructure measured at right angles to the center of the roadway between the bottom of curbs or, if curbs are not used, between the inner faces of parapet or railing.

*Calendar Day* - Each day shown on the calendar.

*Certified Minority Business Enterprise* - A business enterprise that has been issued a certification of registration by the District of Columbia, Minority Business Opportunity Commission qualifying it to perform certain categories of work.

*Change Order* - A written order issued by the Contracting Officer to the Contractor covering changes in the contract and establishing the basis of compensation and time adjustments for work affected by the changes.

*Construction Completion Time* - The number of days, stated either in calendar days or as a completion date, allowed for completion of the contract, including authorized time extensions.

*Contract Documents* - Addenda, Contract Form, General Provisions, Labor Provision, Performance and Payment Bonds, Specifications, Special Provisions, Contract Drawings, approved written Change Orders, and Agreements required to acceptably complete the Contract including authorized extensions thereof.

*Contract Drawings* - All drawings, often referenced as Drawings or Plans (i.e., project drawings, Office Manual Drawings and other standard drawings) including reproductions of revisions thereof but exclusive of shop and working drawings and reference drawings, which show the location, character and dimensions of the prescribed work, including layouts, profiles, cross sections and other details.

*Contracting Officer* - The Director of the Department of Public Works or his/her representative authorized to enter into a contract on behalf of the District of Columbia.

*Contract Price* - The price stated in the Schedule of Prices.

*Contractor* - The individual, firm, partnership, corporation or joint venture under contract with the District for execution of prescribed work, acting directly or through a duly authorized representative.

*Culvert* - A structure other than a bridge which provides an opening under a roadway for drainage or other uses.

*Current* - As used in reference to specifications or methods of test, shall refer to those in effect at the time of advertisement for bids.

*Department* - The Department of Public Works, District of Columbia.

*Director* - The executive officer of the Department of Public Works.

*Earth* - The word "earth", wherever used as the name of the excavated material or material to be excavated, shall mean all kinds of material other than rock as defined herein.

*Elevation* - The figures given on the Drawings or in the other Contract Documents after the word "elevation" or abbreviation of it shall mean the distance in feet above the standard datum used by the District.

*Embankment* - A raised structure of soil, soil aggregates, or rock below the subgrade.

*Engineer* - The Engineer of Bridge Construction or the Engineer of Street Construction acting directly, or through and within authority of an authorized representative.

*FHWA* - Federal Highway Administration of the United States Department of Transportation.

*Highway, Street or Road* - The entire right-of-way reserved for use in constructing or maintaining the roadway and its appurtenances.

*Holidays* - The following days are recognized as legal holidays:

Martin Luther King Jr.'s Birthday	New Year's Day
Labor Day	Washington's Birthday
Columbus Day	Veterans Day
Thanksgiving Day	Memorial Day
Christmas Day	Independence Day

Any day declared a holiday by the District shall be observed. When a holiday falls on a Sunday, the following Monday will be observed as a Holiday. When a holiday falls on a Saturday, the preceding Friday will be observed.

*Inspector* - The Engineer's authorized representative assigned to make any inspection of work performed and materials furnished.

*Invitation for Bids* - See Advertisement.

*Laboratory* - The established testing laboratory or other testing laboratories which may be designated by the Engineer for the performance of tests.

*Liquidated Damages* - The amount to be deducted from monies due the Contractor for failure to complete the work in the specified time.

*Notice to Proceed* - A written notice to the Contractor from the Contracting Officer stating the date on which the Contractor shall begin prosecution of work under contract, or to begin a phase of the work.

*Office Manual Drawings* - Detail Drawings of the Department of Public Works of general application.

*Pavement Structure* - The combination of base courses and surface course placed on a subgrade to support the traffic load and distribute it to the roadbed.

*Pay Item (Bid Item, Item)* - An item of work specifically described and for which a price, either unit or lump sum, is provided.

*Pay Item Schedule (Schedule of Prices)* - A schedule showing the pay item number, the approximate quantity of each pay item, the price bid by the Contractor to be paid for each item of work performed under the contract,

the total cost of each item, and the total amount bid by the Contractor.

*Performance and Payment Bond* - A guarantee by a surety company that the Contractor will be responsible for the performance and fulfillment of the contract and will pay all bills and accounts for materials and labor used in the work.

*Plans* - The contract drawings which show the location, character, and dimensions of the prescribed work, including layouts, profiles, cross sections and other details.

*Plant* - All physical resources, facilities, machinery, equipment, staging, forms, tools, work and storage space other than provided by the contract, together with subsidiary essentials and necessary maintenance for proper construction and acceptable completion of the project.

*Project* - The entire work to be completed under the contract.

*Proposal* - The offer of a bidder on the prescribed form, to perform stated construction work at the prices quoted.

*Proposal Form* - The prescribed form on which the offer of a bidder is to be submitted.

*Proposal Guaranty* - The security furnished with a bid to assure that the bidder will enter into the contract if his offer is accepted.

*Registered Professional Engineer* - Registered Professional Engineer in the field of civil, mechanical or electrical engineering, whose registration is acceptable to the District's Board of Registration for Professional Engineers.

*Resident Engineer* - The authorized representative of the Engineer in charge of one or more construction contracts.

*Right-of-Way* - Land, property or interest therein acquired for or devoted to the District's highway purposes.

*Roadbed* - Graded portions of highway upon which soils base, pavement or base, surface, shoulder, sidewalk, and median are constructed.

*Roadway* - The portion of the right-of-way intended for vehicular use.

*Rock* - "Rock", wherever used as the name of an excavated material shall mean only boulders and pieces of concrete or masonry exceeding one cubic yard in volume, and solid ledge rock which, in the Engineer's opinion requires for its removal, drilling and blasting, wedging, sledging, barring or breaking up with power-operated tools. No soft or disintegrated rock which can be removed with a hand pick or power operated excavator or shovel, or loose, or previously blasted rock or broken stone in rock fillings or elsewhere, and no rock exterior to the maximum limits of measurement allowed, which may fall into the excavation, will be measured or allowed as rock.

*Set Aside* - Designated projects procured in accordance with 49 CFR Part 23 for which bids from only qualified disadvantaged or women owned business enterprises may be considered for award.

*Sheltered Market* - Designated projects procured in accordance with the provisions of D.C. Law 1-95 (Minority

Contracting Act of 1976) and on which only bids from minority business enterprises prequalified by the District of Columbia Minority Business Opportunity Commission will be accepted.

*Shop Drawings* - Drawings prepared by the fabricator or supplier showing the layout and details of components fabricated in a shop for inclusion in the permanent facility e.g., structural steel, reinforcing steel, railing.

*Shoulder* - The portion of the roadway contiguous with the traveled way for accommodation of stopped vehicles for emergency use, and for lateral support of base and surface courses.

*Sidewalk* - The portion of the right-of-way intended for pedestrian use.

*Site* - The area upon or in which the Contractor's operations are carried on and such other areas adjacent thereto as may be designated by the Engineer.

*Special Provisions (Designated as S.P.)* - Special directions and requirements peculiar to a project not otherwise thoroughly set forth in Standard Contract Provisions and Standard Specifications.

*Specifications* - All the directions, provisions and requirements contained in the Standard Specifications, Supplemental Specifications, and Special Provisions which are necessary for the proper performance of the contract.

*Specified Completion Date* - The date on which the contract work is specified to be completed.

*Standard Contract Provisions* - Standard Instructions to Bidders, General Provisions, Labor Provisions, Bid and Contract Forms as amended, for use with District of Columbia construction projects and issued by the Department of Administration Services, Materiel Management Administration.

*Standard Specifications* - This book of provisions.

*Structures* - Bridges, culverts, catch basins, drop inlets, retaining walls, cribbing, end walls, buildings, sign supports, and appurtenant features encountered in the work and not otherwise classed herein.

*Subcontractor* - Any individual, partnership, firm, corporation or any acceptable combination thereof, or joint venture, to which the Contractor, with the consent of the Department, sublets part of the contract.

*Subgrade* - The top surface of a roadbed upon which the pavement structure and appurtenances are constructed.

*Substructure* - All of that part of a bridge below the bearings of simple or continuous spans, skewbacks of arches and tops of footings of rigid frames. Also includes backwalls.

*Superintendent* - The Contractor's authorized representative in responsible charge of the work.

*Supplemental Specifications* - Approved additions and revisions to the Standard Specifications.

*Surety* - The corporation, partnership or individual, other than the Contractor, executing a bond furnished by the Contractor.

*Surface Course* - The top layer of a pavement structure; sometimes called the "wearing course" or "top".

*Traffic Control Plan* - A formal plan prepared by the Department or by the Contractor indicating how traffic is to be handled through a construction project. The Traffic Control Plan (TCP) should comply with the current edition of MUTCD.

*Tree Space* - The portion of the sidewalk used or reserved for trees.

*Work* - The furnishing of all labor, materials, equipment, and incidentals necessary or convenient to the successful completion of the project and the carrying out of the duties and obligations imposed by the contract.

*Working Drawings* - Drawings furnished by the Contractor showing the layout and details of temporary construction, procedures and methods of construction, and data for construction equipment which are to be employed in the construction of the permanent facility (e.g., form drawings, erection drawings, load test pile procedures, pile hammer data).

In order to avoid cumbersome and confusing repetition of expressions in these specifications, it is provided that unless context clearly indicates another meaning, and supplementing intended written requirements, wherever anything is:

acceptable	directed	rejected
accepted	disapproved	required
appropriate	equivalent	reserved
approved	given	significant
authorized	indicated	specified
comparable	insufficient	sufficient
contemplated	needed	suitable
designated	ordered	suspended
determined	permitted	unacceptable

or a comparable term is used, the words "as approved by the Engineer" or "to the Engineer" are applied as if they followed each term.

When drawings or plans are not a part of the contract, the words "per drawings" shall mean "as directed by the Engineer".